



Wyoming Department of Health  
Aging Division

## Policy Information Notice

DATE: January 5, 2004

PIN #: QUAS-2004-001

SUBJECT: Supervision of CNAs

TO: Community Based In-Home Service Providers  
National Family Caregiver Support Program Providers  
Other Title III Program Grantees

This Policy Information Notice (PIN) provides guidance regarding the supervision of Certified Nursing Assistants (CNAs) providing services in Older Americans Act programs (non-Medicaid) funded through the Aging Division.

There have been concerns raised about guidelines for staff who are CNAs, and are hired to provide respite care or perform other duties. Concerns/issues about supervision of CNAs have been brought to the attention of the Board of Nursing.

**Important:** Any personnel who are certified as CNAs must follow the Board of Nursing Rules and Regulations. If a program hires a CNA, and that CNA provides personal care, they are subject to oversight by a licensed nurse, regardless of their job title, per Board of Nursing Rules and Regulations.

If you have hired a CNA **or** a non-CNA to **only** perform tasks such as housekeeper/homemaker (no personal care), this employee does not require licensed nurse supervision. The Wyoming State Board of Nursing has no jurisdiction over workers who are not licensed or certified.

Clients who require personal care must be served through a program that can appropriately accommodate their needs, in compliance with Board of Nursing rules and regulations.

Please remember that program grantees are responsible for assuring employee skill performance, ongoing training and supervision to maintain quality services. The hiring policies you develop will guide what qualifications you will require for each job duty. These policies must be in compliance with the Board of Nursing Rules and Regulations, if you utilize licensed or certified personnel.

DATE: January 5, 2004

**PIN #: QUAS-2004-001**

A copy of the Wyoming Nurse Practice Act is included with this Notice, for your further information. If you have questions or need additional clarification, please contact Tim Ernst (777-6102) or Dorothy Thomas (777-8566) in the Aging Division office.

Beverly Morrow, Administrator

c: Cheryl Koski, Wyoming State Board of Nursing

Enclosure